

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

July 21, 1999
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Verna Kelly, Denis Anderson, Ron Christianson, Bruce DeBlieck, Douglas Reese, Nancy Houlahan, Jim Dokken, and Rick Fagerlie; Present 9, Absent 0.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Public Safety Director Dan Strootman, Public Works Director Mel Odens, Finance Director Steven Okins, and Administrative Assistant Audrey Peterson.

Additions to the Agenda included Alliance Pipeline correspondence, Willmar Fests Royalty, and announcements regarding Skylark Mall, Trust Fund, and Habitat for Humanity.

Council Member Kelly requested Rice Hospital Minutes of July 14, 1999, be removed from the Consent Agenda.

Council Member Reese offered a motion adopting the Consent Agenda, which included the following: City Council Minutes of July 7; Municipal Utilities Commission Minutes of July 12; Human Rights Commission Minutes of April 20; Housing Redevelopment Authority Minutes of June 8; Airport Commission Minutes of July 6; Planning Commission Minutes of July 13; Application for Exempt Permit, Knights of Columbus. Council Member DeBlieck seconded the motion, which carried.

The Mayor and Council discussed Rice Hospital Minutes. Council Member Kelly moved to table Resolution No. 2376 Rice Home Medical Financing. Council Member Anderson seconded the motion, which carried. The balance of the Rice Hospital Minutes were approved as presented, and ordered placed on file in the City Clerk's Office upon motion by Council Member Kelly, seconded by Council Member Anderson and carried.

Mayor Heitke welcomed Willmar Fests Royalty and Dave Campbell, Executive Director of Willmar Fests. Dave Campbell thanked the Mayor, City Council and the City Departments for their great efforts during the Willmar Fests Week and introduced the Queen and her Royalty. Lisa Carlson, Queen of Festivals; Nicole Gilbertson, International Princess; and Janet Pederson, Frameries Princess talked about their Willmar Fests experiences, duties and future appearances. The Mayor extended appreciation for their representation of the City.

At 7:26 p.m. Mayor Heitke opened the hearing on an Ordinance Authorizing the Issuance of \$970,000 General Obligation Improvement Bonds, Series 1999A and the Levying of Taxes to Secure the Payment Thereof. City Administrator Schmit introduced Al Erickson and Paul Donna, bond counsel with Springsted, Inc., and presented details of the proposed Ordinance to finance the City's 1999 street improvement program. Upon hearing all who wished to be heard, Mayor Heitke closed the hearing at 7:32 p.m.

Council Member Kelly offered a motion to adopt, assign a number, and order final publication of the Ordinance Authorizing the Issuance of \$970,000 General Obligation Improvement Bonds, Series 1999A and the Levying of Taxes to Secure the Payment Thereof. Council Member Reese seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Mr. Erickson of Springsted, Inc., presented to the Mayor and Council details of the competitive bid of General Obligation Improvement Bonds, Series 1999A. It was noted that Dougherty Summitt Securities LLC was the low bidder with a true interest rate of 4.7438 percent.

Resolution No. 1 was introduced by Council Member Kelly, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

ACCEPTING OFFER ON THE SALE OF \$970,000 GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 1999A, PROVIDING FOR THEIR ISSUANCE
AND LEVYING A TAX FOR THE PAYMENT THEREOF

(For Resolution in its entirety, see City Council Proceedings
File dated July 21, 1999, located in the City Clerk's Office.)

At 7:35 p.m. Mayor Heitke opened the hearing on an Ordinance Authorizing the Issuance of \$1,760,000 Municipal Utility Revenue Bonds, Series 1999B. City Administrator Schmit presented details of the proposed Ordinance to finance the Municipal Utilities' East Substation located at 1304 High Avenue Northeast. Upon hearing all who wished to be heard, Mayor Heitke closed the hearing at 7:37 p.m.

Council Member Kelly offered a motion to adopt, assign a number, and order final publication of the Ordinance Authorizing the Issuance of \$1,760,000 Municipal Utility Revenue Bonds, Series 1999B. Council Member Reese seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Mr. Erickson of Springsted, Inc., presented to the Mayor and Council details of the competitive bid of Municipal Utility Revenue Bonds, Series 1999B. It was noted that John G. Kinnard & Company, Inc. was the low bidder with a true interest rate of 4.8980 percent.

Resolution No. 2 was introduced by Council Member Kelly, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

ACCEPTING OFFER ON SALE OF \$1,760,000 MUNICIPAL UTILITY
BONDS, SERIES 1999B, AND PROVIDING FOR THEIR ISSUANCE

(For Resolution in its entirety, see City Council Proceedings
File dated July 21, 1999, located in the City Clerk's Office.)

Mayor Heitke recognized four City employees retiring with collectively 116 years of public service. The Mayor acknowledged each retiree: Roger Johnson, Public Works employee; Dale Johnson, Parks and Leisure Services Director; Dan Strootman, Public Safety Director; and Merle Berkeland, Fire Marshal. The Mayor then thanked each of them, presented them gifts and extended congratulations.

Mayor Heitke explained that the public hearing regarding cable franchise applications was cancelled because the company announced it was withdrawing it's application.

At 7:55 p.m. Mayor Heitke called for a recess. The meeting was reconvened at 8:02 p.m.

The Public Works/Safety Committee Report of July 13, 1999, was presented to the Mayor and Council by Council Member Reese. There were six items for Council consideration.

Item No. 1 Byron Hayunga, Director of the Central Section of the Minnesota Wastewater Operators Association(MWOA) was on hand to present Paul Marcus with the Maintenance of the Year award for the central section. Paul is the head maintenance mechanic at the waste treatment plant. MWOA is divided into 6 sections within Minnesota. The winners from each section now enter the statewide competition to be held in Fairmont at the end of July. This matter was for information only.

Item No. 2 Conrad Bostron and Jamin Johnson-Schneider representing Main

Street Willmar presented the results of a parking survey for the Central Business District. The parking survey was conducted in June, 1999 in an attempt to analyze the parking needs for the downtown area. Results showed that some of the lots were under utilized and in others there is a need for more long term spaces. It was the recommendation of the Mainstreet Subcommittee on Parking to convert 31 - 3 HR spaces in the Bethel Lot to 10 HR spaces to allow employees more room to park and open up street parking in front of businesses. After much discussion regarding parking needs when the new library opens, and the future expansion of the Rice Parking lot south of Trott, this item was referred to staff to review further with Main Street representatives and was received for information only.

Item No. 3 Staff explained recent bleacher safety legislation that requires existing bleachers be brought into compliance with current code by January 1, 2001. Referring to a bleacher report prepared by former Park and Leisure Services Director Dale Johnson, there are 26 outdoor bleachers that are affected with this legislation. Staff explained two options to bring the City into compliance: 1) replace all the 5 high bleachers with new ones, and retrofit the 10 & 15 high bleachers to current code for a cost of \$85,500, and 2) Cut the 5 high bleachers down to 3 high, and retrofit the 10 & 15 high bleachers to current code for a cost of \$57,800. It was explained that in the second option Public Works staff could cut the 5 high bleachers down to 3 high for a cost of \$4,800, and the cost of \$53,000 was to contract out the retrofitting of the 10 & 15 high bleachers. After some discussion regarding future use of 3 high bleachers at the soccer fields and the ultimate need for 5 high bleachers at the baseball fields, City staff will cut the 5 high down to 3 high yet this year and pursue the retrofit funding for next year.

The Committee was recommending to the Council to refer the cost of the \$53,000 of retrofitting the 10 & 15 high bleachers to the FY2000 budget process. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Kelly seconding the motion, which carried.

Item No. 4 Staff presented the final estimate for the Mechanical Activated Rotary Drive (MARD) project at the waste treatment plant recently completed by ABE Construction of Golden Valley, MN. The project was completed the end of June. Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

IMPROVEMENT: Waste Treatment Plant Trickling Filter
 Motor Activated Rotary Distributor (MARD)

Contractor:	ABE Construction
Date of Contract:	March 9, 1999
Begin Work:	June 17, 1999
Complete Work:	June 24, 1999

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said Waste Treatment Plant Trickling Filter MARD Installation be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

Original Contract Amount:	\$53,000.00
Change Orders	0
Final Net Contract Amount, Proposed:	\$53,000.00
Actual Final Contract Amount as Constructed:	\$53,000.00

FINAL PAYMENT DUE CONTRACTOR:

\$53,000.00

Dated this 21st day of July, 1999.

/s/ Lester Heitke
MAYOR

/s/ Michael Schmit
Attest: CITY ADMINISTRATOR

Item No 5 Staff requested approval to submit an application for a \$31,000 grant through the Minnesota Safe and Sober Program for traffic enforcement. This grant is similar to the previous safe and sober grants and would be a joint activity with Kandiyohi County. The grant pays for overtime, holidays, and other high accident days when additional enforcement is needed. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member DeBlieck, read by Mayor Heitke, and approved on a roll call vote of Ayes 5, Noes 3. Council Members Christianson, Dokken, and Fagerlie voted "No."

RESOLUTION NO. 4

AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED that the Willmar Police Department enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the project entitled Safe and Sober Communities during the period from October 1, 1999, through September 30, 2000.

The Chief of the Willmar Police Department is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Willmar Police Department.

BE IT FURTHER RESOLVED that the Kandiyohi County Auditor/Treasurer is hereby authorized to be the fiscal agent and administer the grant on behalf of the Willmar Police Department.

Dated this 21st day of July, 1999.

/s/ Lester Heitke
MAYOR

/s/ Michael Schmit
Attest: CITY ADMINISTRATOR

Item No. 6 Chairman Reese along with the rest of the committee offered words of appreciation to Public Safety Director Dan Strootman on all the work he has done for the City of Willmar and help with this committee. This is his final meeting, as he will be retiring on July 21, 1999. This matter was received for information only.

The Public Works/Safety Committee Report of July 13, 1999, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

The Labor Relations Report of July 14, 1999, was presented to the Mayor and Council by Council Member Christianson. There were two items for Council Consideration.

Item No. 1 Pat Day and Paul Stageberg, representing the Municipal Utilities Commission's Labor Relations Committee, were present to review proposed terms and conditions of the employment contract with General Manager Mike Nitchals. The Commission was recommending a 3 percent wage increase for calendar year 1999 and lump-sum payment of \$2,000. It was noted that absent any objections, final action of the MUC would be reflected in future minutes, which would be approved by the full Council. This matter was for information only.

Item No. 2 City Administrator Schmit introduced Mr. Paul Ness who has been retained by the City to upgrade the City's compensation and pay equity programs.

Mr. Ness updated the Committee on progress to date and explained in detail the various project phases including job analysis, job evaluation, pay structure design, and pay equity compliance review and final report. This matter was for information only.

The Labor Relations Committee Report of July 14, 1999, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Christianson, seconded by Council Member Reese, and carried.

Public Works Director, Mel Odens, explained to the Mayor and Council that Alliance Pipeline inquired about a site in the Willmar area for trailers, storage vans, parking needs, and an office during a local piping construction project. The site needed was for a three to four month period and staff was recommending negotiations for a portion of the west brush site.

Following discussion, Council Member Kelly moved to authorize staff to negotiate with Alliance Pipeline to find a suitable site, with Council Member Houlahan seconding the motion, which carried.

The Mayor announced Skylark Mall's 35th Anniversary in June; Habitat for Humanity dedicated new twin homes for two families; and the City received a rebate check from the League Insurance Trust Fund in the amount of \$46,000.

The Mayor announced that he will miss the August 4, 1999, meeting, and that Council Member Kelly, Mayor Pro Tempore, will preside at the meeting.

Announcements for Council Committee meeting dates were as follows: Finance, July 26; Public Works/Safety, July 27; Aquatic, July 27; and Community Development, July 29, 1999.

There being no further business to come before the Council, the meeting adjourned at 8:45 p.m. upon motion by Council Member Christianson, seconded by Council Member Anderson, and carried.

Attest:

MAYOR

ACTING SECRETARY TO THE COUNCIL